

## TOWN CLERK REPORT

The Town Clerk is the custodian of the Town seal and the official records and documents of the Town. Services provided through the office of Town Clerk include:

- Provides notice of all Regular, Special and Executive Sessions of the Town Council; records and transcribes the proceedings
- Oversees records management, retention and destruction in accordance with state regulations
- Attests official contracts and documents
- Maintains and updates the Town's Municipal Code
- Provides Notary services
- Makes necessary preparations for Town elections
- Serves as Secretary to the Town Council

Barbara has been with the Town since 1996, serving as Secretary to the Town Manager. In October 2001 she was appointed by Council to the position of Town Clerk.

### ELECTION INFORMATION:

Forms are available in the Town Clerk's office for address change, party change, name change, card replacement or a new registration. You may also download a form on the Internet. The website is [www.voteindianriver.com](http://www.voteindianriver.com)

NEXT TOWN COUNCIL ELECTION: SECOND TUESDAY IN MARCH 2007

Voting Precinct: 209 Indian River Shores Community Center

### Elected State and U.S. Representatives:

- 15th Congressional District: Dave Weldon (R) 772-778-3534 Term: 2004-2006
- Senate - District 28: Ken Pruitt (R) 772-344-1140 Term: 2004-2006
- House of Representatives - District 80: Stan Mayfield (R) 772-778-5077 Term: 2004-2006

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### **Ordinances Adopted in 2004**

- No. 472 Amending Town Code of Ordinances referencing landscape requirements for Planned Residential Developments (PRDs)
- No. 473 Amending Article 6, Elections, of the Town of Indian River Shores Charter, relating to ballot placement by lot; providing clarifying language regarding election dates; requiring referendum on November 2, 2004, General Election.
- No. 475 Restricting height and size for television antennas, pursuant to Section 196.075, Code of Ordinances.

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